

Rural Municipality of Clayton No. 333
Minutes of the Regular Council Meeting
March 18, 2026 - 09:00 AM
113 - 1 Ave. N., Hyas, SK

In Attendance:

Reeve Hal Griffith, Division 1 Councillor Duane Hicks, Division 5 Councillor Dwight Rubletz,
Division 6 Councillor Lorne Ball, Administrator Tanya Papp

Absent:

Division 2 Councillor Darin Jacquemart, Division 3 Councillor Dean Serdachny,
Division 4 Councillor Ron Perepeluk

Call To Order

A quorum being present, Reeve Hal Griffith called the meeting to order at 9:07 a.m.

Additions to Agenda

2026-00060

Moved by: Councillor Duane Hicks

THAT we accept the agenda with the following additions:

- 9:30 a.m. Delegation - Water Security Agency
- Donation Request for Norquay Rink

CARRIED

Conflict of Interest

No one declared a Conflict of Interest.

Confirmation of Minutes

2026-00061

Moved by: Councillor Dwight Rubletz

THAT we approve the minutes of the February 11, 2026 Regular Meeting of Council as presented.

CARRIED

Reports of Administration and Committees

Foreman Chad Killniak's 2025 Hours

2026-00062

Moved by: Councillor Lorne Ball

THAT we pay out Maintenance Foreman Chad Killniak for 71.5 hours on the next payroll, which represents the total hours worked in 2025 that exceed the 1840-hour per year clause effective January 1, 2026.

CARRIED

Delegation - Emily Drotar from Water Security Agency

9:32 a.m. – Emily Drotar from Water Security Agency joined the Council Meeting via telephone to discuss Division 3 drainage issues, Proposed Drainage Project No. E5105728 - Penner-On Farm and the Request for Assistance (RFA) process.

9:52 a.m. – Emily Drotar from Water Security Agency departed the Council Meeting.

Bank Reconciliation

2026-00063

Moved by: Councillor Lorne Ball

THAT the Bank Reconciliation for the month of February 2026 be acknowledged as presented.

CARRIED

Credit Card Statements

2026-00064

Moved by: Councillor Duane Hicks

THAT the Credit Card Statement dated March 7, 2026 be acknowledged as presented.

CARRIED

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2026-00065	Tax Enforcement Report Moved by: Councillor Duane Hicks THAT the Tax Enforcement Report dated March 16, 2026 be acknowledged as presented. CARRIED
2026-00066	Financial Statements Moved by: Councillor Dwight Rubletz THAT we accept the Statement of Financial Activities for the month of February 2026 as presented. CARRIED
2026-00067	List of Accounts for Approval Moved by: Councillor Lorne Ball THAT the List of Accounts for Approval in the amount of \$710,916.35, be accepted and approved for payment as presented: • Cheque payment numbers 5959 to 5983; • EFT payment numbers 3988 to 4011; • Credit card payment numbers 20260201 to 20260203 and 20260301 to 20260305; • Online banking payment numbers 20260203 to 20260218 and 20260301 to 20260305; and • Automatic withdrawal payments numbers 202602-003 and 202603-001 to 202603-002. CARRIED
2026-00068	Additional Bills Moved by: Councillor Duane Hicks THAT we approve to pay the presented additional bills in the amount of \$403,411.53 as per Accounts Payable Batch No. 2026-00039. CARRIED
2026-00069	Approval of Reports Moved by: Councillor Dwight Rubletz THAT the Administrator, Maintenance and the following Committee reports be accepted as verbally presented: • 2026 SARM Annual Convention: Reeve Hal Griffith, Councillor Lorne Ball, Administrator Tanya Papp • APAS: Councillor Lorne Ball CARRIED
	Public Hearings Delegations Delegation - Grant Lacaille from Brandt Tractor Ltd. – CANCELLED

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Communications

Correspondence

2026-00070

Moved by: Councillor Duane Hicks

THAT the circulated correspondence be filed for future reference:

- Parkland Regional Library: 2026 AGM Notice
- Agriculture in the Classroom: Sponsorship Request
- Thurber Engineering Ltd.: Highway No. 49 Test Drilling
- Ministry of Highways: 2025 Rural Municipal Traffic Count Program
- Parkland Regional Waste Management Association: March 30, 2026 Meeting Package
- Assiniboine Watershed Stewardship Association: Upcoming Webinars; AWSA Shelterbelt Program; 2026 ALUS Funding
- Saskatchewan Health Authority: SE3 March 2026 Newsletter
- SARM News Release: 121st Annual Convention & Trade Show; Call for Stronger Provincial & Federal Support for Emergency Response; Federal & Provincial Governments Port of Churchill Investments; Low-Height Traffic Barriers for Rural Bridges; Call for Federal Investment to Support Clean Growth Future
- SGI: Business Recognition Assessment; Spring Road Ban Restricted Route Approval
- Notice Nature Team: Weed Inspector Resources
- Community Futures Ventures: Fueling Futures Funding Event April 22, 2026
- Town of Wynyard: Invitation to Treaty Learning Journey Event April 8-9, 2026
- Saskatchewan Public Safety Agency – PDAP Training on April 8, 2026
- APAS: Invitation to NPF Summit on March 25, 2026
- Plant Health Technical Advisor Katey Makohoniuk: Upcoming Weed Inspector & Land Management Workshops
- SaskPower: Notification of Work Order No. 20633299
- SARM: 2025 TLE Trust Fund Account Summary
- Water Security Agency: Saskatchewan- Manitoba Water Management Workshop on March 27, 2026
- Staff Sergeant Oneil Poirier, Kamsack RCMP: Occurrence Stats December 2025; Occurrence Stats 2021-2025
- Environment and Climate Change Canada: Proposed Species at Risk (SAR) Amendments

CARRIED

Reeve and Councillors Forum

Village of Hyas Drainage Issues

2026-00071

Moved by: Councillor Dwight Rubletz

THAT in the event that the snow and culverts are not cleaned around the Municipal Office prior to spring thaw to the satisfaction of the Administration and Maintenance Department, the Municipality will enter into an agreement with the Village of Hyas to provide snow removal around the Municipal Office free of charge. If time permits, the Maintenance Department may steam culverts throughout the village at a rate of \$300.00 per hour.

CARRIED

Unfinished Business

CTP Grid Road 753 Bridge Replacement

CTP Grid Road 753 Bridge Project - Progress Payment No. 3

2026-00072

Moved by: Councillor Lorne Ball

THAT, related to the CTP Grid Road 753 Bridge Project, we approve to pay progress payment No. 3 in the amount of \$315,179.51 to Harbuilt Construction Management Ltd., as per our owner engineer's recommendations.

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2026-00073 **Allnorth Change Order**
Moved by: Councillor Duane Hicks

THAT, related to the CTP Grid Road 753 Bridge Project, we approve and sign Allnorth Consultants Limited Engineering Change Order No. 001 in order to increase the budget for Construction Administration and Site Supervision to \$97,666.00 for this project.

CARRIED

2026-00074 **CTP Grid Road 753 Bridge Inspections**
Moved by: Councillor Dwight Rubletz

THAT the CTP Grid Road 753 Bridge Inspection be scheduled for March 19, 2026 at 2:30 p.m. on site with SARM Municipal Bridge Services, Allnorth Consultants Limited, Harbuilt Construction Management Ltd. and the RM Council and Staff in attendance.

CARRIED

2026-00075 **CTP Grid Road 753 Public Opening**
Moved by: Councillor Lorne Ball

THAT the CTP Grid Road 753 Bridge be open to the public subject to Harbuilt achieving Substantial Completion, as provided by Allnorth Consultants Limited, and the completion of the SARM Municipal Bridge Services final inspection.

CARRIED

2026-00076 **Drainage Concerns**
Moved by: Councillor Dwight Rubletz

THAT the Reeve, Divisional Councillor and Maintenance Foreman are authorized to contact the RCMP if our municipal right-of-way has been compromised.

CARRIED

Proposed Drainage Project No. E5105728 - Penner-On Farm
Discussion

2026-00077 **Request for Assistance**
Moved by: Councillor Duane Hicks

THAT the RM Council of Clayton No. 333 hereby support the submission of a Request for Assistance (RFA) to Water Security Agency (WSA) regarding drainage works at the following legal land locations:

- NE 33 34 03 W2
- SE, NE, NW 35 34 03 W2
- SW 03 35 03 W2

CARRIED

2026-00078 **2026 SAMA Annual General Meeting**
Moved by: Councillor Lorne Ball

THAT Administration can attend the SAMA Administrator Training Session on April 21, 2026 and the SAMA AGM on April 22, 2026 virtually.

CARRIED

New Business

2026-00079 **Ministry of Highways and Infrastructure Gravel Surface Contract No. 2681C**
Moved by: Councillor Dwight Rubletz

THAT we sign the Gravel Surface Maintenance Control Section: 8-10 Contract No. 2681C with the Ministry of Highways and Infrastructure for the period of April 1, 2026 to March 31, 2027.

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March 18, 2026 - 09:00 AM

113 - 1 Ave. N., Hyas, SK

2026-00080

SARM Procurement Advising Service Agreement

Moved by: Councillor Duane Hicks

THAT the Rural Municipality of Clayton No. 333 enter into and execute the Procurement Advising Service Agreement with SARM for the provision of procurement consulting services with the consulting fees being part of our SARM Membership dues.

CARRIED

2026-00081

Mowing RFP

Moved by: Councillor Lorne Ball

THAT Administration be authorized to collaborate with Amanda Kozak, Procurement Advisor for SARM, to finalize the Mowing Request for Proposal (RFP) in accordance with the evaluation criteria and scope reviewed by Council; and

FURTHER, THAT the Administrator post Competition No. RM333-2026-002 Mowing RFP on the SaskTender's website upon completion of the RFP documents.

CARRIED

2026-00082

Provincial Disaster Assistance Program (PDAP) Training Session

Moved by: Councillor Duane Hicks

THAT the Reeve Hal Griffith, Councillor Duane Hicks, Councillor Dean Serdachny, the Administrator and the Assistant Administrator be authorized to attend the Provincial Disaster Assistance Program (PDAP) Training Session scheduled for April 8, 2026 at Sign On in Yorkton, SK with all associated expenses covered by the Municipality.

CARRIED

2026-00083

April Council Meeting Date

Moved by: Councillor Dwight Rubletz

THAT the Regular Meeting of Council scheduled for April 8, 2026, be rescheduled to Wednesday, April 15, 2026, to accommodate Council's attendance at the Provincial Disaster Assistance Program (PDAP) Training Session.

CARRIED

2026-00084

RFNow Proposed Fibre Optic Line

Moved by: Councillor Lorne Ball

THAT the Council of the Rural Municipality of Clayton No. 333 approve the proposed routes for the installation of fibre optic cable as submitted under Ministry of Highways Regional File No. CS 49-02 and RFNow Proposed Route Nos.:

- PC ID 25226: SE 01-34-02 W2
- PC ID 25010: NW 33-33-03 W2
- PC ID 22686: NE 33-33-03 W2
- PC ID 25032: NW 33-33-02 W2

CARRIED

2026-00085

RFNow Fibre Optic Line

Moved by: Councillor Dwight Rubletz

THAT the Council of the Rural Municipality of Clayton No. 333 grant RFNow approval to construct, maintain, renew, inspect and repair their fibre optic line at various locations along and/or across Highway 49 within the Municipality. Detailed proposed installation routes shall be reviewed by the relevant Divisional Councillor, who will coordinate with the Administrator to provide final notification to RFNow.

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2026-00086 **2026 Annual RMAA Convention**
Moved by: Councillor Duane Hicks

THAT the Administrator and Administrative Staff be authorized to attend the 2026 Annual RMAA Convention scheduled for May 11 to 14, 2026 at the Delta Hotel in Regina, SK with all expenses borne by the Municipality.

CARRIED

2026-00087 **Workshop on Zoning and Building Requirements**
Moved by: Councillor Dwight Rubletz

THAT the Administrator and Administrative Staff are authorized to attend the Workshop on Zoning and Building Requirements delivered by the Community Planning and Building and Technical Standards branches of the Ministry of Government Relations in Melville, SK on April 29, 2026 with all expenses borne by the Municipality.

CARRIED

2026-00088 **Spring Road Restrictions**
Moved by: Councillor Duane Hicks

THAT the Rural Municipality of Clayton No. 333 be included in the Ministry of Highways and Infrastructure Spring Road Restrictions Orders for the 2026 year.

CARRIED

2026-00089 **Organized Hamlet of Swan Plain Minutes**
Moved by: Councillor Lorne Ball

THAT the Council of the Rural Municipality of Clayton No. 333 acknowledges the minutes of the February 23, 2026 Regular Meeting of the Board for the Organized Hamlet of Swan Plain was received.

CARRIED

2026-00090 **Request for Donation from the Norquay Communiplex**
Moved by: Councillor Dwight Rubletz

THAT we deny the request for sponsorship.

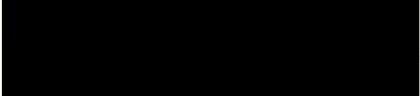
CARRIED

2026-00091 **Public Forum**
Adjournment
Moved by: Councillor Lorne Ball

THAT we adjourn this meeting at 12:39 p.m.

CARRIED


Reeve


Administrator